



## BOARD OF COMMISSIONERS' MINUTES

Tuesday, April 18, 2017, 10:00 A.M.

Willowbank Office Building  
420 Holmes Street, Room 146  
Bellefonte, PA 16823

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### I. CALL TO ORDER

### II. PLEDGE OF ALLEGIANCE

Commissioner Pipe called the Board of Commissioners' meeting to order at 10:00 A.M. on Tuesday, April 18, 2017.

In attendance were Commissioners Michael Pipe, Chair; Mark Higgins, Vice-Chair; Steven G. Dershem, Commissioner, Administrator, Margaret N. Gray; Deputy Administrator, Natalie Corman; and Executive Secretary, Natalie Bird.

### III. PUBLIC COMMENT

Representatives from the news media included Emma Gosalvez, Kerry Webster, Mallory Lane, Gary Sinderson and Leon Valsechi.

Visitor(s) present included Gary Hoover and Jennifer Miller.

County Personnel present included Krista Davis, Dave Lomison, Sandy Schuckers, Ken Pendleton, Sue Hannegan, Liz Lose, Melanie Gordon, Christopher Schell, Mike Bloom, Tom McDermott, Bill Browder, Pat Cronin, Phil Cahill, and Bryan Sampsel.

CNET staff were present.

### IV. MEETING MINUTES

Commissioner Higgins made a motion to approve the Minutes from the Board of Commissioners' meeting held Tuesday, April 11, 2017. The motion was seconded by Commissioner Dershem and unanimously approved.

### V. EMPLOYEE APPRECIATION MONTH PRESENTATION

Krista Davis, Risk Manager and Wellness Coordinator, came before the Board to present facts about County employees in honor of employee appreciation month.

1. Centre County Government has 36 departments, the largest is the Centre County Correctional Facility with 99 employees; the smallest departments are Risk Management and Weights and Measures with one employee each.
2. The County has 13 locations including the Willowbank Building, Courthouse, Courthouse Annex and Temple Court, six Magisterial

District Justice Offices, Centre County Correctional Facility, and Transportation.

3. Krista reported that on average each year the County processes 750-800 marriage licenses, 12,300 dog licenses, 12,000 hunting licenses, and 3,900 applications for a carry permit.

VI. ACTION ITEM(S)

- A. Proclamation No. 11 of 2017 – The Board welcomed Deputy Wardens Melanie Gordon and Chris Schell who noted that Correctional Officers week was first proclaimed by Ronald Reagan in May 1984. Since then the field has become more evolved and demanding. To thank employees for their dedication they plan to serve a picnic style cookout. Commissioner Higgins made a motion to approve proclaiming May 7-13<sup>th</sup>, 2017 as “Corrections Employee Week” in Centre County. The motion was seconded by Commissioner Dershem and unanimously approved.
- B. Liquid Fuels
  - i. Commissioner Higgins made a motion to approve a Liquid Fuels application in the amount of \$40,000 to Potter Township for the paving of T-525 Tusseyville Road. The motion was seconded by Commissioner Dershem and unanimously approved. – Dept. 411.
- C. Commissioner Higgins stated the payment of the week was to the Miles Township Water Authority in the amount of \$612.50. He made a motion to approve the check run in the amount of \$726,759.88 dated April 13, 2017. The motion was seconded by Commissioner Dershem and unanimously approved.

VII. DEPARTMENT HEADS – DIRECTORS – GUESTS

Commissioner Higgins made a motion to move the following items (A-E) to the Consent Agenda for Tuesday, April 25<sup>th</sup>. The motion was seconded by Commissioner Dershem and unanimously approved.

- A. Aging – Ken Pendleton and Sandy Schuckers requested that the Board considers the following:
  - i. Approval of the contract renewal with Eli Stolfus for the lease of the Penns Valley Senior Resource Center in Madisonburg. The contract is for the period of April 1, 2017 through March 31, 2018 at the cost of \$1,054.00/month a total of \$12,648.00 – Dept. 521.
  - ii. Approval of the Senior Community Center Grant Agreement where the Pennsylvania Department of Aging is granting \$39,450 for the remodeling of the

Snow Shoe Senior Resource Center for the period of July 1, 2017 through June 30, 2018– Dept. 521.

- iii. Approval of a contract between Comfort Keepers and the Centre County Office of Aging to teach and facilitate the evidence based program “EnhanceWellness” at the Centre Region Active Adult Center. Sandy said this is the only program that is individually based. A registered nurse meets with each individual to determine what they would like to work on; examples included cholesterol, weight, stress, smoking, and depression. The total cost of the contract is \$8,200.00 which is state funded for the period April 25, 2017 through June 30, 2017 – Dept. 521.

B. MH/ID/EI – Tom McDermott requested that the Board considers the following:

- i. Approval of Addendum No. 1 between the County and Eagle Ridge Personal Care Home LLC. This will allow for funds to provide additional supported living services to mental health individuals. The addendum is in the amount of \$20,000, increasing the contract maximum from \$25,000 to \$45,000 for the period July 1, 2016 through June 30, 2017 – Dept. 561.
- ii. Approval of the Letter of Agreement between the County and Cindi Brown to provide intellectual disability home and community services including utilization of a certified deaf interpreter. Contract maximum is 1,500.00 for the period July 1, 2016 through June 30, 2017. The source of funding is State \$1,430 and County Match \$70 – Dept. 561.

C. Planning – Sue Hannegan and Liz Lose requested that the Board considers approval of the Public Safety Chapter of the County’s 10 year comprehensive plan update. Liz thanked Jody Lair and Norm Spackman for their help in providing information. The public safety chapter inventories emergency medical services in the County – Dept. 151.

D. Sheriff – Bryan Sampsel requested that the Board considers the following:

- i. Renewing a contract with Miller, Kistler & Campbell for the re-appointment of Tracey Benson as the Solicitor for the Sheriff’s Office. The contract is for the period of the current term of office, expiring December 31, 2019 for the following amounts: \$2,000 for 2017; \$2,500 for 2018; and \$2,500 for 2019 – Dept. 211.
- ii. Renewal of a contract with Teleosoft, Inc. to provide software maintenance for the CountySuite program. They have almost finished adding an additional component to the program for warrants. The total cost is \$11,346 for the period April 1, 2017 through March 31, 2018 – Dept. 211.

- E. Transportation – Dave Lomison requested that the Board considers the purchase of a 2017 Ford Interceptor AWD sedan equipped with a barrier cage for the Probation Department to replace one of their vehicles that has met its useful life and meet the demands of their department. The total cost of the vehicle from Tri-Star Ford of Tyrone is \$25,800.00 delivered; this is a purchase under state contract pricing – Dept. 532.

- VIII. Commissioner Higgins made a motion to approve the consent agenda item. The motion was seconded by Commissioner Dershem and unanimously approved.

Emergency Communications 9-1-1 – Request that the Board considers approving a contract with Vertiv (Emerson Network Power, Liebert Service, Inc.) for battery replacement for the UPS (Uninterruptible Power System). The contract total is \$12,358.45 with the source of funding 9-1-1 Eligible for Act 12 funds. The cost includes on-site engineer support the day of replacement, disposal of old batteries, and freight for new batteries – Dept. 354.

IX. TOURISM/HISTORY

Gary Hoover of the Bellefonte Intervalley Area Chamber of Commerce presented a Welcome Video that will be used in welcome visitors to Bellefonte. The project was funded by money raised by the Chamber in recent fundraisers. The video was produced by Dick Knupp Jr. of Lightmotive Photography & Video.

X. DISCUSSION ITEM(S)

- A. New Bellefonte Business – The Board welcomed Jennifer Miller of Hide & Seek Prenatal Peek to talk about her new business on Willowbank Street. This is one of 15 new businesses that have opened in Bellefonte in just a little over a year. She specializes in 3D and 4D ultrasound imaging. The first business of its kind in Bellefonte, at Hide and Seek they offer private parking and an inviting and relaxing facility. Jennifer was excited to announce they will be having a grand opening and ribbon cutting ceremony on Saturday, April 22 at noon.
- B. Bill Browder, Pat Cronin, and Phil Cahill provided an update on WEBIA. Phil said the WEBIA system has been in use for over 10 years and is in need of an upgrade. Changes to the system include additional branding, making the system more mobile friendly, improving viewability on ipads, tablets, and new browsers; added security enhancements and a newer platform. Pat said users will see a post this week to notify them that changes are coming in the near future. Next week there will be a live trial for all users and they will be asking for feedback on what features users would like to see and if there are any broken links or features that are not functioning properly. The new WEBIA is expected to go live May 1<sup>st</sup>. This system is unique to Centre County as it allows access to records from the Recorder of Deeds, Register of Wills, Prothonotary, and mapping all in one location.

- C. Commissioner Pipe delivered an update on the Act 89 Transportation Funding \$5 fee. As of March 13, 2017 there were 120,537 nonexempt vehicles in Centre County and 1,317 residents who received a discounted \$10 registration. All 35 municipalities in the County were surveyed and 19 responded; of those 12 were in favor of adding \$5 to the current registration fee for local transportation funding. This would allow for as much as \$596,100 in additional transportation funding to be invested in the County. PennDOT announced in February that the new Road Maintenance Preservation program has reserved \$2 million for each county that has passed an ordinance with a 50% local match commitment. Between 2008 and 2017, there has been a funding gap on average of \$735,006 from liquid fuels requests.

XI. CORRESPONDENCE RECEIVED

*The following correspondence was received in the Commissioners' Office and will be handled appropriately*

- A. Northcentral Pennsylvania Conservancy – Annual Dinner and Meeting
- B. PA Department of Human Services – CYS Annual Licensing Inspection
- C. PA Department of Agriculture – Weights and Measures MOU
- D. Old House Fair – Old House Fair Bellefonte
- E. American Heart Association – 2017 Heart Walk
- F. Commonwealth of PA – SFPP 4<sup>th</sup> Quarter Payment \$22,922.99
- G. Red Barn Consulting – Permit Application
- H. Nittany Mall - Health and Life Expo May 18<sup>th</sup>
- I. Commonwealth of PA – Emergency Management Agency \$15,069.18
- J. Commonwealth of PA – Emergency Management Agency \$14,529.80
- K. Bellefonte Historical and Cultural Association – Centre County Gives

XII. RECOGNITIONS

XIII. C-NET REQUESTS

XIV. REPORTS – ANNOUNCEMENTS

- A. Commissioner Dershem reported there are 107,433 registered voters in Centre County. The featured precinct this week is Curtin South #46 with 283 registered voters. They had 218 ballots cast in the last election with a 77.03% voter turnout.
- B. Announcements

XV. Administrator Margaret Gray did not have any executive sessions to report.

XVI. MEETING SCHEDULE

Tuesday, April 18, 2017

BOC – 10:00 AM – Room 146 WB

Department Head Meetings – 1:00 - 3:00 PM - Room 144WB

Thursday, April 20, 2017

BOC/Salary Board – 10:00 AM – Room 146WB – AS NEEDED

Retirement Board – 11:00 AM – Room 146WB

Department Head Meetings – 2:00 - 4:00 PM – Room 144WB

Friday, April 21, 2017

Employee Appreciation Ice Cream – Centre County Correctional Facility

I. ELECTION ANNOUNCEMENTS

Tuesday, May 9, 2017

Last day to apply for a civilian absentee ballot.

Friday, May 12, 2017

Last day for County Board of Elections to receive voted civilian absentee ballots.

Tuesday, May 16, 2017

MUNICIPAL PRIMARY

Wednesday, May 17, 2017

First day to REGISTER after the primary.

Tuesday, May 23, 2017

Last day for County Board of Elections to receive voted military and overseas absentee ballots (submitted for delivery no later than 11:59 PM on May 15).

Tuesday, August 1, 2017

Last day for withdrawal by candidates nominated by nomination papers.

Tuesday, August 8, 2017

Last day for withdrawal by candidates nominated at the primary.

I. QUESTIONS FROM THE PRESS

- II. Motion by Commissioner Higgins to move into executive session at 11:25 AM. The motion was seconded by Commissioner Dershem and unanimously approved.

ATTEST:

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Margaret N. Gray  
Administrator